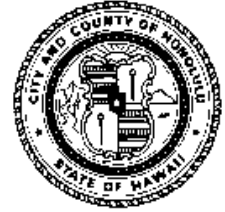


# Charter Commission

CITY AND COUNTY OF HONOLULU

Honolulu Hale • 530 South King Street • Honolulu, Hawaii 96813



## SUBMISSION AND INFORMATION COMMITTEE NOVEMBER 22, 2016, 1:00 PM COUNCIL COMMITTEE MEETING ROOM HONOLULU HALE

### MINUTES

#### Submission and Information Committee Voting Members Present:

John D. Waihee, III, Chair  
Cheryl D. Soon, Vice Chair  
Kevin Mulligan

#### Submission and Information Committee Voting Members Absent/Excused:

Reginald V. Castanares, Jr.  
Nathan Okubo

#### Submission and Information Committee Non-Voting Members Present

Dave Rae  
R. Brian Tsujimura

#### Others Present

Glen Takahashi, City Clerk  
Kim Ribellia, Deputy City Clerk  
Megan Muramatsu, Managing Director's Office  
Julie Hirano Kaneko, Stryker Weiner & Yokota (SWAY)  
Dawn Hirai, SWAY  
Linda Luli Nakasone Oamilda, Executive Administrator, Honolulu Charter Commission  
Norma Reyes, Secretary, Honolulu Charter Commission

I. CALL TO ORDER

*Roll Call: John Waihee Kevin Mulligan, Cheryl Soon, Dave Rae, and Rick Tsujimura.*

With a quorum present, Governor Waihee called the meeting to order at 1:05 p.m.

II. FOR APPROVAL

*Minutes of the meetings of the Submission and Information Committee of:*

- *July 12, 2016*
- *July 15, 18, 21, & 22, 2016*
- *August 2, 3, & 4, 2016*
- *August 18, 2016*

Commissioner Soon moved to approve the minutes listed on the agenda. The motion was seconded and all of the minutes were approved.

III. FOR DISCUSSION

- *Election Results*  
*Presentation by the City Clerk.*
- *Legal Requirements*  
*Presentation by the Department of the Corporation Counsel on the final requirements for the Charter Commission and the procedures for amending the Charter and the steps to implement the Charter proposals.*
- *Public Education*  
*Presentation by Stryker Weiner & Yokota Public Relations, Inc., on its media and public relations program to educate the public about the proposed Charter amendments.*
- *Draft Final Report of the 2015-2016 Charter Commission.*

The City Clerk presented information about the results of the election. He discussed the numbers of registered voters, 498,598, and the number of those that voted, 291,446, explaining that 58.5% of those that registered actually voted which was slightly less than the previous presidential elections but higher than for the last election which included Charter proposals. Even with the rather lengthy ballot, the lines to vote moved quickly, the longest wait being around half an hour.

The Clerk noted that many took advantage of early voting with approximately 153,000 voting early compared to approximately 138,000 voting on Election Day. He presented a copy of the final election results dated November 16, 2016, which will be certified on November 29, 2016, unless there is a challenge by the deadline of November 28, 2016.

Governor Waihee asked about public information provided at the polling places. The Clerk said that every polling place and early voting sites were provided with a packet containing posters, the full text of the proposals, plus the information booklets. There was some discussion and concern that the full text of the proposals was made available to the public while voting. The Clerk complimented the Commission on its educational efforts through newspaper ads, brochures, etc. Governor Waihee then asked the Clerk for any thoughts he had or might think of in the future to improve the Commission's process. The Clerk had none at that time.

Governor Waihee noted that the Corporation Counsel was unavailable to make the Department's presentation and requested that the meeting be recessed to next Monday when she will be available.

Dawn Hirai of Stryker Weiner & Yokota (SWAY, a public relations firm) gave a presentation about their public education efforts. She explained that the firm was hired with three objectives: to increase public awareness of the 2016 Charter amendments; encourage residents to exercise their right to vote; and educate the voters on what the Charter amendments are and how they would impact the City if passed.

Julie Kaneko, also from SWAY, discussed the practices the firm used to accomplish these objectives. She reviewed all of the steps they took such as publications, advertisements, media coverage and interviews, speaking engagements with power point presentation, social media and use of email and the extent of each of these.

Governor Waihee suggested including a discussion of social media in the final report. Commissioner Tsujimura brought up the possibility of false news on Facebook and in other social media. SWAY suggested that there will be less news media in the future and that the next Commission may have to develop their own platform for distribution of content. SWAY also emphasized the importance of planning for public education earlier in the process. It began a bit late for this Commission.

Governor Waihee brought up the suggestion of including "pros and cons" in the educational material. Unfortunately, that discussion had been taken on by independent groups who often misinterpreted the proposals. Commissioner Tsujimura pointed out the rush in the process and that it would have made it more complex if "pros and cons" were included. He stressed the limited time they had and suggested adding another year to the process as it becomes more complex in the future. Chair Rae agreed and pointed to the Sunshine Law which limited the time available to the Commission. He thought a lot of those requirements were not necessary for a Commission that met for such a short time,

especially when the outcome would be voted on by the public. Commissioner Mulligan agreed that the Sunshine Law was an impediment to a full discussion of the issues. The Clerk noted that the previous Commission had finalized most of the proposals by June, providing additional time for public relations planning, etc.

Governor Waihee asked if anyone in the audience or from the Managing Director's Office had any further suggestions. None were mentioned at that time.

Governor Waihee then turned to the work that had been done on the Final Report so far, asking the Executive Administrator for her update. The Executive Administrator presented the work on the draft Final Report to this point, including a rough outline and discussion about various aspects. She said she is waiting for additional input and hopes to be able to circulate a rough draft when required by the Commission.

Governor Waihee asked if there were any pukas that needed to be filled in the report. The Executive Administrator said that some of the Commissioners thought that some of the proposals that didn't make the final cut should be considered by the next Commission. She also noted that there had been suggestions of other topics to provide in the Final Report such as the difficulties experienced because of the Sunshine Law, and that perhaps the Legislature should be requested to consider this issue.

Governor Waihee pointed out that one of the problems they encountered was that the process itself seemed a bit disjointed. He thought that the number of reviews of the proposals by the Department of the Corporation Counsel contributed to this. He thought these reviews should be done once at the end of the process. He also thought that the work of the Style Committee should come at the end of the process and should be only to provide stylistic changes to the proposals. Commissioner Tsujimura suggested that perhaps the City Council and the Mayor could accept proposals before the Commission is even appointed and have the Department of the Corporation Counsel review them at that time. That way the proposals would be ready for the public to review and comment on by the time the Commission begins. He noted the extensive time spent by the current Commission on the preliminary process. The Executive Administrator asked if they wanted all of the suggestions laid out in the final report. Governor Waihee said probably not everyone. Chair Rae pointed out that the City Council could also suggest changes to the Charter prior to the next Charter Commission, including some of the amendments that this Commission didn't have time to do. He mentioned the proposal relating to a ranked voting system.

The Executive Administrator pointed out that this Charter Commission was appointed in January of 2015, had its first meeting the following March and the first staff person (the Executive Administrator) wasn't hired until June, noting that the last two steps could have been taken much earlier.

Governor Waihee thanked the staff for their work noting that there is still a lot to finish.

#### IV. ANNOUNCEMENTS

*Next meeting date*

Governor Waihee announced there will be a Budget Committee meeting at 2:00 P.M., a Style Committee meeting at 2:30 P.M., and a full Commission meeting at 3:30 P.M. In response to inquiry of the budget, the Executive Administrator responded she will have a full report on the budget at the Budget Committee meeting, but briefly stated that for the three fiscal years, the Commission was originally budgeted for close to \$1M and anticipated that about over \$720,000 will have been spent by the time the Commission finishes its work.

#### V. ADJOURNMENT

Governor Waihee proposed to recess the meeting to Monday when the Corporation Counsel would be able to give its report by the Corporation Counsel herself. All agreed to recess. The Committee recessed at 1:55 P.M. to Monday at 2:30 P.M.